

Subject: LA Fleet Week First Thursday Welcome Party Street Closure

From: Sandra Ciaramitaro

Date: 06/30/2016 12:52 PM

To: Lorena Parker

CC: jacob haik <jacob.haik@lacity.org>

Hi Lorena

It was nice speaking with you yesterday.

I'd like to get started with the street closure for the LA Fleet Week Welcome Party

I need to list someone as the coordinator, not sure if this is you?

This is the information needed:

Date of Event

Time of event

Time you would like the street closure to begin and end

Street Closure - I believe it is 6th Street between Mesa & Center (Please confirm)

Name of the coordinator

Coordinator phone number

Coordinator email address

Coordinator title

Name of the non profit organization

I'm hoping to get this started tomorrow. I will be leaving for a couple of weeks. If I do not receive the information no worries I will still have plenty of time to process the closure when I return.

Thank You

Sandra Ciaramitaro

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